

CITY OF HAYWARD
AGENDA REPORT

AGENDA DATE 07/06/99

AGENDA ITEM 4

WORK SESSION ITEM _____

TO: Mayor and City Council

FROM: Acting Personnel Director

SUBJECT: Adoption of Positions and Salaries Resolution for Fiscal Year 1999-2000


RECOMMENDATION:

It is recommended that the City Council approve the attached Positions and Salaries Resolution.

BACKGROUND:

The Positions and Salaries Resolution is the document that sets forth the authorized staffing for the City as well as salary ranges for City employees. This document has been amended to reflect the changes approved in the 1999-2000 City budget as well as changes to salary ranges provided for in the Memoranda of Understanding with bargaining units. Finally, this resolution includes wage adjustments prompted by the Council's approval of the Living Wage Ordinance.

Recommended by:


Marsha Lang-Collins
Acting Personnel Director

Approved by:


Jesús Armas, City Manager

Number of Positions	Class Title	Hourly Salary Range					Job Code
		A	B	C	D	E	

MAYOR AND CITY COUNCIL

Mayor and City Council Program 1101

1	Administrative Analyst II (unclass.)	23.8411	25.0237	26.2535	27.5765	28.9582	1110
1	Senior Secretary (Conf.)	17.5805	18.2670	18.9986	19.6965	20.4618	414
1	Secretary (Conf.) (p.t.) (.50)	15.3745	16.0723	16.8826	17.6592	18.4921	413
1	Administrative Intern (.50)	9.4023	9.8724	10.3661	11.4286	12.0000	907

CITY MANAGER DEPARTMENT

Office of the City Manager 1201

1	City Manager					62.0423	1297
1	Assistant City Manager	47.8813	50.2467	52.7876	55.4224	58.0102	1122
1	Assistant to the City Manager	27.4009	28.7594	30.2112	31.7101	33.2910	1126
1	Executive Assistant (Conf.)	20.7769	21.7448	22.7241	23.6807	24.7499	418
1	Secretary (Conf.)	15.3745	16.0723	16.8826	17.6592	18.4921	413
1	Administrative Intern (p.t.) (.50)	9.4023	9.8724	10.3661	11.4286	12.0000	907

Technology Services Division 1261

1	Technology Services Director	40.7394	42.7764	44.9153	47.1611	49.5192	1105
1	Information Systems Manager	32.7406	34.3683	36.0779	37.8811	39.7430	772
1	Data & Systems Coordinator	29.5908	31.0894	32.6235	34.2746	36.0194	728
2	Programmer Analyst	23.3768	24.5136	25.7629	27.0459	28.3854	628
2	Network/Microcomputer Specialist	21.8236	22.9266	24.0634	25.2564	26.5283	630
1	Computer Operator-Analyst	20.8106	21.8462	22.9266	24.0747	25.2677	629
1	Computer Operator	17.5467	18.4021	19.3363	20.3042	21.2721	631
1	Data Systems Operator	14.6542	15.3176	16.0895	16.8252	17.6213	160

Public Information Program 1252

1	Public Information Officer	23.8411	25.0237	26.2535	27.5765	28.9582	1120
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Number of Positions	Class Title	Hourly Salary Range					Job Code
		A	B	C	D	E	

CITY ATTORNEY DEPARTMENT

Legal Services Program 1301

1 City Attorney	48.9118	51.3591	53.9353	56.6285	59.4507	1216
4 Assistant City Attorney	37.8928	39.7430	41.7571	43.8649	46.0663	1134
2 Legal Secretary II	17.4228	18.4245	19.8202	20.2254	21.2721	416

Risk Management 1321

1 Deputy City Attorney I	24.1340	25.3517	26.6281	27.9277	29.2979	1178
1 Legal Secretary II	17.4228	18.4245	19.8202	20.2254	21.2721	416

CITY CLERK DEPARTMENT

City Clerk Department 1401

1 City Clerk	33.7360	35.4104	37.1902	39.0521	40.9960	1225
1 Deputy City Clerk	19.9591	20.9273	21.9947	23.0994	24.2415	747
2 Senior Secretary	16.7407	17.4162	18.1036	18.7669	19.5027	107
1 Administrative Clerk II (p.t.) (.50)	13.4843	14.0391	14.6060	15.2452	16.0051	102

COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT

Administration 4601

1 Dir. of Community & Economic Dev.	43.9118	46.1015	48.4317	50.8791	53.4201	1115
1 Administrative Assistant	19.0637	20.0706	21.1126	22.2252	23.4078	743

Number of Positions	Class Title	Hourly Salary Range					Job Code
		A	B	C	D	E	

Building Division 2710, 2711, 2717

1 Development Inspection Services Admin.	37.3542	39.2395	41.1951	43.2795	45.4691	789
1 City Building Official	35.5743	37.3542	39.2395	41.1951	43.2795	740
1 Supervising Plan Checker/Expediter	29.2767	30.6995	32.2515	33.9211	35.6495	798
1 Plan Checking Engineer	29.2767	30.6995	32.2515	33.9211	35.6495	610
1 Senior Plan Checker	24.8062	26.0894	27.3499	28.7118	30.1523	611
1 Senior Building Inspector/Electrical	24.2322	25.4590	26.6633	28.0139	29.8710	658
1 Senior Building Inspector/Structural	24.2322	25.4590	26.6633	28.0139	29.8710	663
1 Senior Building Inspector/Plumb-Mech	24.2322	25.4590	26.6633	28.0139	29.8710	659
1 Senior Housing Inspector	22.9353	24.0767	25.2674	26.5327	27.8475	657
3 Housing Inspector	20.8106	21.8462	22.9266	24.0747	25.2677	660
3 Plan Checker	23.0167	24.2322	25.4590	26.6633	28.0139	609
6 Building Inspector	22.7465	23.8044	25.0200	26.2807	28.0139	656
1 Permit Technician	14.8327	15.4430	16.0666	16.7697	17.6056	180
1 Senior Secretary	16.7407	17.4162	18.1036	18.7669	19.5027	107
1 Secretary	14.6542	15.3176	16.0895	16.8252	17.6213	106
2 Administrative Clerk II	13.4843	14.0391	14.6060	15.2452	16.0051	102

Planning Division 1500

Current Planning 1501

1 Planning Manager	35.5743	37.3542	39.2395	41.1951	43.2795	797
1 Principal Planner/Landscape Architect	32.5240	34.1726	35.8472	37.6505	39.5441	701
1 Development Review Engineer	29.2979	30.7383	32.2605	33.9115	35.5743	781
1 Senior Planner	29.2979	30.7383	32.2605	33.9115	35.5743	796
2 Associate Planner	25.9317	27.2036	28.5654	30.0173	31.4581	650
1 Assistant Planner	21.2721	22.3188	23.5231	24.6711	25.9317	624
1 Development Review Specialist	21.2721	22.3188	23.5231	24.6711	25.9317	604
2 Senior Secretary	16.7407	17.4162	18.1036	18.7669	19.5027	107
1 Secretary(p.t.)(.50)	14.6542	15.3176	16.0895	16.8252	17.6213	106
2 Administrative Clerk II	13.4843	14.0391	14.6060	15.2452	16.0051	102

Number of Positions	Class Title	Hourly Salary Range					Job Code
		A	B	C	D	E	
Advance Planning Program 1502							
1	Senior Planner	29.2979	30.7383	32.2605	33.9115	35.5743	796
1	Associate Planner	25.9317	27.2036	28.5654	30.0173	31.4581	650
1	Planning Illustrator	18.0531	18.9310	19.9328	20.9119	21.9361	621
1	Secretary	14.6542	15.3176	16.0895	16.8252	17.6213	106
1	Administrative Intern (p.t.) (.50)	9.4023	9.8724	10.3661	11.4286	12.0000	907
Neighborhood Planning and Economic Development Division 4204, 4299, 4501, 4602, 4603, 4701							
1	Neighborhood and Economic Dev. Mngr.	35.5743	37.3542	39.2395	41.1951	43.2795	799
1	Social Services Planning Manager	29.2979	30.7383	32.2605	33.9115	35.5743	785
1	Housing Development Specialist	23.1067	24.2660	25.4365	26.7421	28.0476	674
3	Economic Development Specialist	23.1067	24.2660	25.4365	26.7421	28.0476	669
1	Community Development Specialist	23.1067	24.2659	25.4365	26.7421	28.0476	647
2	Community Programs Specialist	17.5467	18.4021	19.3363	20.3042	21.2721	670
1	Senior Secretary	16.7407	17.4162	18.1036	18.7669	19.5027	107
1	Administrative Clerk II (p.t.) (.50)	13.4843	14.0391	14.6060	15.2452	16.0051	102
1	Administrative Intern (p.t.)(.50)	9.4023	9.8724	10.3661	11.4286	12.0000	907
Housing Conservation Program 2712							
1	Property Rehabilitation Specialist	22.3526	23.5231	24.7162	25.9317	27.2036	665
1	Housing Rehabilitation Coord.	22.3526	23.5231	24.7162	25.9317	27.2036	662
1	Secretary	14.6542	15.3176	16.0895	16.8252	17.6213	106
Homeownership Program 4452							
1	Homeownership Coordinator	21.3107	22.3819	23.4531	24.6582	25.8633	605
1	Secretary	14.6542	15.3176	16.0895	16.8252	17.6213	106
Community Preservation Program 4630							
1	Senior Community Preservation Inpsector	23.4075	24.6003	25.7444	27.0591	29.7761	620
6	Community Preservation Inspector	20.1804	21.1933	22.2513	23.3881	24.5586	617
1	Secretary	14.6542	15.3176	16.0895	16.8252	17.6213	106

Number of Positions	Class Title	Hourly Salary Range					Job Code
		A	B	C	D	E	

Redevelopment Agency Administration 4411

1 Redevelopment Director	34.7818	36.5081	38.3432	40.2628	42.2668	795
1 Redevelopment Project Manager	29.2979	30.7383	32.2605	33.9115	35.5743	794
1 Redevelopment Specialist	23.1067	24.2660	25.4365	26.7421	28.0476	649
1 Senior Secretary	16.7407	17.4162	18.1036	18.7669	19.5027	107

FINANCE DEPARTMENT

Administration 1711, 1712

1 Director of Finance	43.9118	46.1015	48.4317	50.8791	53.4201	1118
1 Auditor	29.5908	31.0894	32.6235	34.2746	36.0194	745
1 Budget Administrator	27.4009	28.7594	30.2112	31.7101	33.2910	700
1 Administrative Secretary	19.2253	20.0215	20.8175	21.5772	22.4457	108
1 Administrative Clerk II	13.4843	14.0391	14.6060	15.2452	16.0051	102
1 Administrative Intern (p.t.) (.50)	9.4023	9.8724	10.3661	11.4286	12.0000	907

Accounting Division 1721

1 Accounting Manager	30.4785	32.0221	33.6022	35.3028	37.1000	730
1 Senior Accountant	26.9092	28.2792	29.6492	31.1480	32.6820	749
2 Senior Accounting Technician	17.6479	18.5709	19.5613	20.5856	21.6687	600
2 Accounting Technician	17.6695	18.5620	19.4787	20.4556	21.4808	140
4 Senior Account Clerk	16.2462	17.0424	17.7901	18.6344	19.5027	156

Revenue Division 1731, 1732, 1736

1 Revenue Manager	28.7311	30.1553	31.6779	33.2493	34.9071	729
1 Collections Officer	18.2445	19.1674	20.1241	21.1483	22.2063	653
1 Accounting Technician	17.6695	18.5620	19.4787	20.4556	21.4808	140
1 Lead Customer Account Clerk	16.6805	17.5730	18.4896	19.4546	20.4798	135
3 Senior Customer Account Clerk	16.2462	17.0424	17.7901	18.6344	19.5027	130
5 Customer Account Clerk	14.1839	14.7869	15.4985	16.2101	17.0303	125
2 Customer Account Clerk (p.t.)(.75,.75)	14.1839	14.7869	15.4985	16.2101	17.0303	125
1 Mail Clerk (p.t.)(.50)			8.0000	8.4000	8.8200	134

Number of Positions	Class Title	Hourly Salary Range					Job Code
		A	B	C	D	E	

Purchasing & Central Services Division 1741, 1742

1 Purchasing & Services Manager	29.5908	31.0894	32.6235	34.2746	36.0194	739
2 Purchasing Assistant	16.5116	17.1749	17.8505	18.5138	19.2253	111
1 Mail and Stock Clerk	13.4720	14.1427	14.8135	15.5638	16.3483	112

Building Management and Facilities Division 2658, 2211

1 Facilities Serviceworker II	15.8934	16.5415	17.2122	17.8262	18.5310	320
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Facilities Maintenance Division 2211

1 Facilities and Building Manager	29.5802	31.0881	32.6179	34.2679	36.0163	760
1 Facilities Maintenance Supervisor	24.9653	26.2182	27.5064	28.8997	30.3166	792
2 Facilities Electrician II	23.7151	24.6588	25.6364	26.7166	27.8307	329
or Facilities Electrician I	21.3505	22.2259	23.1127	24.0903	25.0566	328
2 Facilities Carpenter II	21.4074	22.2372	23.1808	24.1245	25.1250	327
or Facilities Carpenter I	19.2814	20.0545	20.8844	21.7257	22.6237	326
2 Facilities Painter II	20.5546	21.4074	22.2372	23.1808	24.1245	330
or Facilities Painter I	18.5310	19.2814	20.0545	20.8844	21.7257	324
1 Facilities Mechanic II	20.1796	20.9868	21.7825	22.6693	23.6015	323
or Facilities Mechanic I	18.2013	18.9062	19.6565	20.4183	21.2482	322
1 Storekeeper-Expediter	17.8375	18.5651	19.2701	19.9977	20.7708	371
1 Secretary	14.6542	15.3176	16.0895	16.8252	17.6213	106

Centennial Hall Program 2661

1 Auditorium Coordinator	19.9339	20.7594	21.3725	22.3725	23.2729	712
1 Auditorium Leadworker	17.6442	18.2924	19.0312	19.7929	20.6001	304
3 Facilities Serviceworker I	15.3478	15.9050	16.5415	17.2122	17.8262	318
1 Administrative Clerk I (pt)(.50)	11.8803	12.4954	13.1465	13.8340	14.5577	101

Number of Positions	Class Title	Hourly Salary Range					Job Code
		A	B	C	D	E	

Equipment Management Division 2511

1 Equipment Manager	29.5802	31.0881	32.6179	34.2679	36.0163	738
1 Equipment Maintenance Supervisor	24.9653	26.2182	27.5064	28.8997	30.3166	771
5 Equipment Mechanic II	20.0545	20.9981	22.0553	23.2151	24.3632	312
2 Equipment Mechanic I	17.6215	18.4970	19.4405	20.3955	21.3959	310
1 Equipment Service Attendant	16.3596	17.0076	17.7125	18.3264	19.0427	308
1 Equipment Parts Storekeeper	15.9957	16.8144	17.6442	18.5310	19.4520	307
1 Senior Secretary	16.7407	17.4162	18.1036	18.7669	19.5027	107

FIRE DEPARTMENT

Fire Administration 1910, 1911

1 Fire Chief	48.4419	50.8074	53.3484	55.9833	58.5711	1101
1 Administrative Analyst II	23.8411	25.0237	26.2535	27.5765	28.9582	724
1 Administrative Secretary	19.2253	20.0215	20.8175	21.5772	22.4457	108
1 Secretary	14.6542	15.3176	16.0895	16.8252	17.6213	106

Support Services Division 1921, 1922, 1923, 1925

1 Deputy Fire Chief	37.5650	39.3917	41.3239	43.3615	45.5395	1006
1 Fire Marshall	34.2371	35.9633	37.7020	39.5569	41.5018	1003
3 Staff Fire Captain (40 hr.)**			35.6454	37.3663	39.2288	244
1 Fire Inspector/Plan Checker (40 hr. wk)**	30.2502	31.7026	33.2842	34.8663	36.6166	235
1 Hazardous Materials Program Coordinator	29.0010	30.4762	31.9732	33.6014	35.3060	705
4 Fire Prevention Inspector (40 hr. wk.)**	27.5002	28.8205	30.2584	31.6966	33.2878	230
or Fire Prevention Inspector (56 hr. wk.)**	19.6381	20.5809	21.6064	22.6437	23.7754	231
1 Environmental Specialist	24.7122	25.9514	27.2496	28.6067	30.0229	677
2 Hazardous Materials Investigator	23.5320	24.7122	25.9514	27.2377	28.6067	676
1 Senior Secretary	16.7407	17.4162	18.1036	18.7669	19.5027	107
1 Permit Technician	14.8327	15.4430	16.0666	16.7697	17.6056	180
1 Administrative Clerk II	13.4843	14.0391	14.6060	15.2452	16.0051	102

Number of Positions	Class Title	Hourly Salary Range					Job Code
		A	B	C	D	E	
Operations Division 1931, 1932, 1933							
1	Deputy Fire Chief	37.5650	39.3917	41.3239	43.3615	45.5395	1006
3	Battalion Chief (56 hr. week)	22.2318	23.3528	24.4819	25.6863	26.9492	1004
or	Battalion Chief (40 hr. week)	31.1245	32.6938	34.2746	35.9608	37.7289	1005
1	Emergency Medical Services Coordinator	25.5352	26.8120	28.1526	29.5603	31.0384	710
1	Staff Fire Captain (40 hr.)**			35.6454	37.3663	39.2288	244
33	Fire Captain (56 hr. week)**			23.1508	24.2587	25.4727	245
or	Fire Captain (40 hr. week)**			32.4155	33.9597	35.6572	246
33	Apparatus Operator (56 hr. week)**	18.5653	19.4730	20.4513	21.4180	22.5139	220
	(2 above positions @ 5% special assgn.)						
or	Apparatus Operator (40 hr. week)**	25.9914	27.2764	28.8676	29.9993	31.5080	221
52	Firefighter (56 hr. week)**	17.5162	18.3767	19.2961	20.2274	21.2412	215
or	Firefighter (40 hr. week)**	24.5297	25.7202	27.0170	28.2900	29.7163	216
1	Administrative Clerk II	13.4843	14.0391	14.6060	15.2452	16.0051	102
1	Mail Clerk (p.t.)(.50)			8.0000	8.4000	8.8200	134

LIBRARY DEPARTMENT

Library Program 3301

1 Library Director	36.6635	38.5252	40.4222	42.4481	44.5675	1117
1 Library Systems Manager	22.7364	23.9343	25.0603	26.3181	27.6478	762
2 Supervising Librarian I	22.7364	23.9343	25.0603	26.3181	27.6478	736
1 Library Operations Supervisor	19.9417	20.9721	22.0963	23.2439	24.4735	768
1 Librarian II	19.3925	20.3492	21.3396	22.4426	23.4894	626
4 Librarian II (p.t.) (all .50)	19.3925	20.3492	21.3396	22.4426	23.4894	626
6 Librarian I	17.5805	18.4584	19.3813	20.3154	21.3396	625
2 Librarian I (p.t.) (all .50)	17.5805	18.4584	19.3813	20.3154	21.3396	625
1 Administrative Secretary	19.2253	20.0215	20.8175	21.5772	22.4457	108
2 Lead Library Assistant	15.5830	16.3789	17.1629	18.0073	18.9480	191
1 Data Systems Operator	14.6542	15.3176	16.0895	16.8252	17.6213	160
4 Senior Library Assistant	14.6060	15.2452	15.9568	16.6564	17.4523	189
3 Library Assistant	13.5084	14.1356	14.7508	15.4382	16.1499	187
10 Library Assistant (p.t.) (all .50)	13.5084	14.1356	14.7508	15.4382	16.1499	187
6 Senior Library Page (p.t.) (all .60)					10.2500	199
17 Library Page (p.t.) (all .30)					9.2500	198

Literacy Program 3304

Number of Positions	Class Title	Hourly Salary Range					Job Code
		A	B	C	D	E	
1	Literacy Program Coordinator	17.5805	18.4584	19.3813	20.3154	21.3396	623
1	Administrative Clerk II	13.4843	14.0391	14.6060	15.2452	16.0051	102
1	Literacy Program Intern (p.t.) (.25)					9.2500	909

PERSONNEL DEPARTMENT

Personnel Administration 1601

1	Personnel & Employee Relations Dir.	39.7430	41.7455	43.8533	46.0546	48.3615	1119
1	Senior Pers. Analyst/Aff. Action Spec.	27.4009	28.7594	30.2112	31.7101	33.2910	1155
1	Personnel Analyst II	25.0237	26.2535	27.5765	28.9582	30.3987	1177
1	Administrative Secretary (Conf.)	20.1803	21.0132	21.8574	22.6452	23.5681	420
1	Personnel Technician	19.0637	20.0706	21.1126	22.2252	23.4078	774
1	Secretary (Conf.)	15.3745	16.0723	16.8826	17.6592	18.4921	413

Worker's Compensation 4301

1	Employee Benefits Administrator	27.4009	28.7594	30.2112	31.7101	33.2910	742
1	Secretary (Conf.)	15.3745	16.0723	16.8826	17.6592	18.4921	413

Number of Positions	Class Title	Hourly Salary Range					Job Code
		A	B	C	D	E	

POLICE DEPARTMENT

Office of Chief Division 1810, 1815, 1826, 1828, 1851

Office of Chief 1810

1 Chief of Police	49.1650	51.5304	54.0714	56.7060	59.2940	1102
1 Police Sergeant**			33.7554	35.3847	37.1860	545
1 Administrative Analyst III	27.4009	28.7594	30.2112	31.7101	33.2910	723
1 Administrative Secretary	19.2253	20.0215	20.8175	21.5772	22.4457	108

Office of Deputy Chief 1815

1 Deputy Chief of Police	39.9656	41.9592	44.0601	46.2566	48.5723	803
1 Police Lieutenant				40.8691	42.8654	555
6 Police Officer	25.7124	26.9401	28.2595	29.6249	31.0362	515
2 Community Service Officer	15.5852	16.2462	17.0231	17.8116	18.6582	169

Citizen Option Public Safety 1826

2 Police Sergeant			33.7554	35.3847	37.1860	545
2 Community Service Officer	15.5852	16.2462	17.0231	17.8116	18.6582	169

Community Crime Resistance 1828

1 Police Sergeant			33.7554	35.3847	37.1860	545
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Public Safety Information System 1851

1 Public Safety Information System Mgr.	28.3025	29.7078	31.1949	32.7524	34.3916	708
1 Programmer Analyst	23.3768	24.5136	25.7629	27.0459	28.3854	628
1 Network / Microcomputer Specialist	21.8236	22.9266	24.0634	25.2564	26.5283	630
1 Police Records Clerk II	13.8888	14.4603	15.0442	15.7026	16.4852	120

Number of Positions	Class Title	Hourly Salary Range					Job Code
		A	B	C	D	E	

Police Administration Division 1840, 1841, 1842, 1890

Administration 1840

1	Administrative Director	33.7360	35.4104	37.1903	39.0521	40.9960	786
1	Property/Evidence Supervisor	22.2252	23.3611	24.5204	25.7264	27.0262	776
1	Police Identification Specialist	20.1880	21.1974	22.2583	23.3707	24.4831	652
1	Police Records Supervisor	19.9743	20.9597	21.9798	23.1159	24.1941	751
4	Crime Scene Technician	16.4164	17.1440	17.9399	18.7698	19.6680	175
2	Crime Scene Technician (p.t.)(.50)	16.4164	17.1440	17.9399	18.7698	19.6680	175
4	Community Service Officer	15.5852	16.2462	17.0231	17.8116	18.6582	169
2	Senior Police Records Clerk	15.0938	15.7771	16.5722	17.3300	18.1500	121
1	Secretary	14.6542	15.3176	16.0895	16.8252	17.6213	106
16	Police Records Clerk II	13.8888	14.4603	15.0442	15.7026	16.4852	120
1	Police Records Clerk II (p.t.) (.50)	13.8888	14.4603	15.0442	15.7026	16.4852	120

Personnel 1841

1	Police Lieutenant**				40.8691	42.8654	555
1	Police Officer**	25.7124	26.9401	28.2595	29.6249	31.0362	515
1	Administrative Analyst II	23.8411	25.0237	26.2535	27.5765	28.9582	724
1	Senior Secretary	16.7407	17.4162	18.1036	18.7669	19.5027	107

Jail 1842

1	Jail Supervisor	22.2252	23.3611	24.5204	25.7264	27.0262	784
4	Senior Jailer	18.8954	19.6956	20.6391	21.5947	22.6457	168
14	Community Service Officer	15.5852	16.2462	17.0231	17.8116	18.6582	169

Animal Services 1890

1	Animal Services Manager	25.0237	26.2535	27.5765	28.9582	30.3987	714
3	Animal Control Officer	15.0285	15.7940	16.5245	17.2897	18.0900	185
1	Senior Animal Care Attendant	14.7352	15.3864	15.9825	16.6667	17.4946	383
3	Animal Care Attendant	13.4037	13.9835	14.5293	15.1545	15.9050	381
2	Police Records Clerk II	13.8888	14.4603	15.0442	15.7026	16.4852	120

Number of Positions	Class Title	Hourly Salary Range					Job Code
		A	B	C	D	E	

Investigation Division 1815, 1826, 1828, 1830, 1832, 1836, 1851

1 Police Captain	38.0625	39.9611	41.9620	44.0539	46.2594	802
1 Police Lieutenant**				40.8691	42.8654	555
3 Police Sergeant**			33.7554	35.3847	37.1860	545
12 Detective**	28.9939	30.4281	31.9196	33.4341	35.0749	520
10 Police Officer**	25.7124	26.9401	28.2595	29.6249	31.0362	515
1 Administrative Analyst II	23.8411	25.0237	26.2535	27.5765	28.9582	724
1 Secretary	14.6542	15.3176	16.0895	16.8252	17.6213	106
2 Police Records Clerk II	13.8888	14.4603	15.0442	15.7026	16.4852	120

Youth & Family Services 1860, 1864, 1866, 1882, 1883

1 Police Sergeant**			33.7554	35.3847	37.1860	545
1 Youth & Family Services Manager	29.6766	31.1499	32.7092	34.3244	36.0611	790
10 Police Officer**	25.7124	26.9401	28.2595	29.6249	31.0362	515
2 Counseling Supervisor	24.7195	25.9722	27.2721	28.6422	30.0590	737
7 Family Counselor I	20.2479	21.2384	22.3075	23.3543	24.5698	632
2 Police Records Clerk II	13.8888	14.4603	15.0442	15.7026	16.4852	120

Patrol Division 1820, 1823, 1850, 1870, 1872

Patrol 1820, 1823

1 Police Captain	38.0625	39.9611	41.9620	44.0539	46.2594	802
7 Police Lieutenant**				40.8691	42.8654	555
15 Police Sergeant**			33.7554	35.3847	37.1860	545
90 Police Officer**	25.7124	26.9401	28.2595	29.6249	31.0362	515
or Police Officer Trainee	20.5631	21.6005				174
5 Community Service Officer	15.5852	16.2462	17.0231	17.8116	18.6582	169
1 Secretary	14.6542	15.3176	16.0895	16.8252	17.6213	106

Public Safety Information 1850

1 Communications Manager	28.3025	29.7078	31.1949	32.7524	34.3916	775
4 Communications Supervisor	23.3364	24.5289	25.7462	27.0128	28.3775	773
14 Communications Operator	18.2057	19.1118	20.0650	21.0770	22.1480	165
2 Communications Operator (p.t.) (.50)	18.2057	19.1118	20.0650	21.0770	22.1480	165

Traffic 1870, 1872

Number of Positions	Class Title	Hourly Salary Range					Job Code
		A	B	C	D	E	
1	Police Sergeant**			33.7554	35.3847	37.1860	545
11	Police Officer**	25.7124	26.9401	28.2595	29.6249	31.0362	515
1	Community Service Officer	15.5852	16.2462	17.0231	17.8116	18.6582	169
1	Secretary	14.6542	15.3176	16.0895	16.8252	17.6213	106

PUBLIC WORKS DEPARTMENT

Administration 2011

1	Director of Public Works	48.5957	51.0312	53.5840	56.2655	59.0760	1111
1	Administrative Analyst II	23.8411	25.0237	26.2535	27.5765	28.9582	724
1	Administrative Secretary	19.2253	20.0215	20.8175	21.5772	22.4457	108
1	Administrative Intern (p.t.) (.75)	9.4023	9.8724	10.3661	11.4286	12.0000	907

Number of Positions	Class Title	Hourly Salary Range					Job Code
		A	B	C	D	E	

Engineering and Transportation Division 2101, 2112, 2113, 2114, 2121, 2141, 2811, 2821

1 Deputy Director of Public Works	39.7430	41.7455	43.8533	46.0546	48.3615	1112
1 Transportation/Development Manager	35.9256	37.6939	39.5907	41.5698	43.6541	757
1 Design & Construction Services Manager	35.9221	37.6832	39.5928	41.5661	43.6454	787
1 Senior Transportation Planner	29.2979	30.7383	32.2605	33.9115	35.5743	770
1 Supervising Construction Inspector	26.8271	28.2090	29.5673	31.0427	32.6001	780
5 Associate Civil Engineer	27.3602	28.7477	30.1351	31.6635	33.2274	606
1 Associate Transportation Engineer	27.3602	28.7477	30.1351	31.6635	33.2274	608
1 Associate Transportation Planner	25.9317	27.2036	28.5654	30.0173	31.4581	671
1 Survey Engineer	27.4009	28.7594	30.2112	31.7101	33.2910	778
1 Administrative Analyst II	23.8411	25.0237	26.2535	27.5765	28.9582	724
1 Real Property Associate	22.5664	23.7370	24.9412	26.1569	27.4513	667
4 Assistant Civil Engineer	23.5742	24.7971	26.0551	27.3250	28.6772	602
1 Assistant Transportation Engineer	23.5742	24.7971	26.0551	27.3250	28.6772	615
8 Construction Inspector	21.6435	22.7465	23.8044	25.0200	26.2807	661
2 Surveyor	21.7400	22.8218	23.9505	25.1498	26.3961	612
1 Junior Civil Engineer	20.9170	21.9399	22.9864	24.1504	25.3615	601
5 Engineering Technician	18.3303	19.2239	20.1998	21.2109	22.2221	668
1 Senior Secretary	16.7407	17.4162	18.1036	18.7669	19.5027	107
2 Secretary	14.6542	15.3176	16.0895	16.8252	17.6213	106
1 Administrative Clerk II	13.4843	14.0391	14.6060	15.2452	16.0051	102

Streets Maintenance Division 2411

1 Streets Maintenance Manager	30.0122	31.5227	33.0802	34.8014	36.4760	756
1 Streets Maintenance Supervisor	24.9653	26.2182	27.5064	28.8997	30.3166	764
2 Maintenance Leader	18.9062	19.6550	20.4697	21.1790	22.0069	360
7 Maintenance Worker	17.1874	17.8682	18.6088	19.2537	20.0063	357
or Laborer	16.1244	16.7098	17.3785	18.0831	18.7282	336
1 Secretary	14.6542	15.3176	16.0895	16.8252	17.6213	106

Number of Positions	Class Title	Hourly Salary Range					Job Code
		A	B	C	D	E	
Traffic Services Field Crew 2431							
1	Senior Maintenance Leader	22.9404	23.8540	24.8165	25.8521	26.8875	367
1	Maintenance Leader	18.9062	19.6550	20.4697	21.1790	22.0069	360
2	Maintenance Worker	17.1874	17.8682	18.6088	19.2537	20.0063	357
or	Laborer	16.1244	16.7098	17.3785	18.0831	18.7282	336
Landscape Maintenance Division 2311, 2321							
1	Landscape Maintenance Manager	30.0122	31.5227	33.0802	34.8014	36.4760	752
1	Landscape Maintenance Supervisor	24.9653	26.2182	27.5064	28.8997	30.3166	761
1	Groundskeeper III	22.9404	23.8540	24.8165	25.8521	26.8875	343
4	Tree Trimmer	18.9062	19.6550	20.4697	21.1790	22.0069	340
14	Groundskeeper I	17.1874	17.8682	18.6088	19.2537	20.0063	338
or	Laborer	16.1244	16.7098	17.3785	18.0831	18.7282	336
1	Senior Secretary	16.7407	17.4162	18.1036	18.7669	19.5027	107
Landscape Water Conservation Program 2323							
2	Groundskeeper II	18.9062	19.6550	20.4697	21.1790	22.0069	342
2	Groundskeeper I	17.1874	17.8682	18.6088	19.2537	20.0063	338
Airport Division 3201							
1	Airport Manager	31.3589	32.8810	34.5557	36.2770	38.1153	713
1	Airport Operations Manager	24.9653	26.2201	27.5064	28.8997	30.3166	732
1	Administrative Analyst II	23.8411	25.0237	26.2535	27.5765	28.9582	724
or	Administrative Analyst I	19.3329	20.2930	21.3235	22.3775	23.4898	744
1	Airport Maintenance Leader	19.8390	20.5745	21.3894	22.2697	23.1762	302
1	Administrative Secretary	19.2253	20.0215	20.8175	21.5772	22.4457	108
3	Airport Maintenance Worker	18.0354	18.7041	19.4449	20.2452	21.0693	303
1	Airport Attendant	13.4037	13.9835	14.5065	15.1205	15.8934	301
1	Administrative Clerk II	13.4843	14.0391	14.6060	15.2452	16.0051	102
1	Administrative Intern (p.t.) (.50)	9.4023	9.8724	10.3661	11.4286	12.0000	907

Number of Positions	Class Title	Hourly Salary Range					Job Code
		A	B	C	D	E	

Utilities Administration 3061

1 Deputy Director of Public Works	39.7430	41.7455	43.8533	46.0546	48.3615	1112
1 Utilities Engineer	30.1769	31.6604	33.2283	34.9289	36.6416	765
1 Associate Civil Engineer	27.3602	28.7477	30.1351	31.6635	33.2274	606
1 Administrative Analyst II	23.8411	25.0237	26.2535	27.5765	28.9582	724
1 Senior Utility Service Representative	22.8130	23.9596	25.1063	26.3963	27.6863	373
1 Senior Secretary	16.7407	17.4162	18.1036	18.7669	19.5027	107

Solid Waste Program 4634

1 Solid Waste Manager	27.4009	28.7594	30.2112	31.7101	33.2910	727
1 Recycling Specialist	20.8106	21.8462	22.9266	24.0747	25.2677	636
1 Administrative Clerk II	13.4843	14.0391	14.6060	15.2452	16.0051	102

Utilities Division - Operations & Maintenance 3048***

1 Utilities Superintendent	37.3542	39.2395	41.1951	43.2795	45.4691	735
1 Senior Secretary	16.7407	17.4162	18.1036	18.7669	19.5027	107

Water Distribution Program 3022, 3042****, 3044, 3048***, 3049, 3052

1 Water Installation & Maint. Supervisor	24.9653	26.2182	27.5064	28.8997	30.3166	793
1 Senior Utility Leader	22.9404	23.8540	24.8165	25.8521	26.8875	377
1 Senior Utility Customer Service Leader	22.9404	23.8540	24.8165	25.8521	26.8875	378
1 Cross Connection Control Specialist	19.4151	20.0995	20.8721	21.7331	22.5940	376
3 Water Meter Mechanic	17.8033	18.5084	19.2701	20.0545	20.8390	375
1 Storekeeper-Expediter	17.8375	18.5651	19.2701	19.9977	20.7708	371
3 Utility Leader	18.9062	19.6550	20.4697	21.1790	22.0069	374
2 Equipment Operator	18.5370	19.2180	19.9942	20.7944	21.6425	361
14 Utility Worker	17.1874	17.8682	18.6088	19.2537	20.0063	372
or Laborer	16.1244	16.7098	17.3785	18.0831	18.7282	336
1 Utility Service Representative	16.3394	17.0799	17.9041	18.7640	19.6599	370
2 Water Meter Reader	15.8934	16.5415	17.2122	17.8262	18.5310	369
1 Water Meter Reader (p.t.) (.50)	15.8934	16.5415	17.2122	17.8262	18.5310	369
1 Secretary	14.6542	15.3176	16.0895	16.8252	17.6213	106

Number of Positions	Class Title	Hourly Salary Range					Job Code
		A	B	C	D	E	
Water Pollution Control Program 3101, 3103, 3105, 3115							
1	Water Pollution Control Facility Manager	34.1457	35.8321	37.6470	39.4971	41.4995	759
1	Water Pollution Control Facility Superviso	26.6314	27.9630	29.3564	30.8437	32.3893	767
1	Chemist	24.3335	25.5603	26.8771	28.2165	29.6459	638
2	Sr. Water Pollution Control Fac. Oper.	23.4765	24.6361	25.8752	27.2054	28.5128	354
1	Senior Utilities Maintenance Mechanic	23.4765	24.6361	25.8752	27.2054	28.5128	331
1	Facilities Electrician II	23.7151	24.6588	25.6364	26.7166	27.8307	329
or	Facilities Electrician I	21.3505	22.2259	23.1127	24.0903	25.0566	328
3	Utilities Maintenance Mechanic	21.1913	22.0212	22.8853	23.7949	24.7611	325
4	Water Pollution Control Fac. Lead Oper.	21.9643	22.8359	23.7429	24.6860	25.6769	351
3	Laboratory Technician	19.9666	20.7319	21.5310	22.3977	23.2305	637
8	Water Pollution Control Fac. Oper.	19.9224	20.7128	21.5425	22.3910	23.2897	350
or	Operator-In-Training	16.3596	17.0076	17.7125	18.3264	19.0427	347
1	Maintenance Leader	18.9062	19.6550	20.4697	21.1790	22.0069	360
1	Senior Secretary	16.7407	17.4162	18.1036	18.7669	19.5027	107
2	Laborer	16.1244	16.7098	17.3785	18.0831	18.7282	336

Water Pollution Source Control Program 2901, 2904, 2906, 2907, 2908, 3106

1	Water Pollution Control Administrator	26.6314	27.9630	29.3564	30.8437	32.3893	769
1	Administrative Analyst II	23.8411	25.0237	26.2535	27.5765	28.9582	724
or	Administrative Analyst I	19.3329	20.2930	21.3235	22.3775	23.4898	744
1	Sr. Water Pollution Source Control Insp.	23.0167	24.2322	25.4590	26.6633	28.0139	680
4	Water Pollution Source Control Insp.	21.4297	22.5327	23.5682	24.7837	26.0217	679
5	Sweeper Equipment Operator	18.3937	19.0149	19.7792	20.6154	21.4396	362
2	Laborer	16.1244	16.7098	17.3785	18.0831	18.7282	336
1	Secretary	14.6542	15.3176	16.0895	16.8252	17.6213	106
1	Administrative Intern (p.t.) (.50)	9.4023	9.8724	10.3661	11.4286	12.0000	907

Sewer Maintenance Program 3102

1	Senior Utility Leader	22.9404	23.8540	24.8165	25.8521	26.8875	377
2	Utility Leader	18.9062	19.6550	20.4697	21.1790	22.0069	374
4	Utility Worker	17.1874	17.8682	18.6088	19.2537	20.0063	372

Number of Positions	Class Title	Hourly Salary Range					Job Code
		A	B	C	D	E	
or Laborer		16.1244	16.7098	17.3785	18.0831	18.7282	336
Utilities Maintenance Program 3022, 3042****, 3048***, 3114							
1 Utilities Maint. Supervisor		24.9653	26.2182	27.5064	28.8997	30.3166	766
2 Facilities Electrician II		23.7151	24.6588	25.6364	26.7166	27.8307	329
or Facilities Electrician I		21.3505	22.2259	23.1127	24.0903	25.0566	328
2 Utilities Maintenance Mechanic		21.1913	22.0212	22.8853	23.7949	24.7611	325
2 Utilities Serviceworker		17.1874	17.8682	18.6088	19.2537	20.0063	368

KEY:

(p.t.) (.25) (.50) (.75), etc. = part time position funded for amount of time per week indicated

EXAMPLE: (p.t.) (.50) = part time position funded for half time or typically 20 hrs./week

**(Class pays their own 9% employee contribution to PERS.)

DRAFT

HAYWARD CITY COUNCIL

RESOLUTION NO. _____

Introduced by Council Member _____

ADP
6/24/99

**RESOLUTION DESIGNATING POSITIONS OF
EMPLOYMENT IN THE CITY GOVERNMENT OF THE
CITY OF HAYWARD; PROVIDING FOR THEIR NUMBER
AND SALARY RANGE; AND SUPERSEDING RESOLUTION
NO. 98-135 AND ALL AMENDMENTS THERETO**

BE IT RESOLVED by the City Council of the City of Hayward, as follows:

Section 1. That a revised Positions and Salaries Schedule relating to the positions of employment in the City of Hayward, and the hourly rates of pay for those positions, is hereby set forth in Exhibit "A," consisting of 18 pages, attached hereto and made a part hereof. The positions enumerated under the columns headed "Number of Positions" and "Class Title" are hereby designated as the positions of employment in the City of Hayward, and the hourly rates of pay shown in the columns under the heading "Hourly Salary Range" are the salary rates or the maximum rates of pay for such positions.

Section 2. Salaries paid to occupants of said positions shall be administered in accordance with the Personnel Rules and Memoranda of Understanding approved by the City Council and currently in effect.

Section 3. In addition to the regular positions provided in the attached Exhibit "A," there are hereby created 25 positions subject to appointment by the City Manager for the purpose of temporary or part time services. The salaries to be paid for said positions shall be the same as the salaries attached to the regular positions, the corresponding duties to which temporary or part time appointments are made. Appointment to said positions shall be subject to the City Charter, Hayward Municipal Code 2-4.00 et seq. and the Personnel Rules adopted thereunder.

Section 4. All class titles used herein refer to the specifications of the position classification plan adopted by the Personnel Board of the City of Hayward, or as set forth in the City Charter.

Section 5. The City Manager may approve in advance of an established effective date, payment to certain classifications in the Management Unit of all or a portion of a general salary increase previously approved by the City Council. Such advance payments shall be made only for those management classifications where the salary range is less than 5 percent above an immediately subordinate classification. The amount of advance payment

approved by the City Manager shall not exceed the amount required to establish a 5 percent salary differential between the affected classifications. The City Manager shall advise the City Council in advance of any payments made pursuant to the provisions of this section.

Section 6. The salary ranges set forth in Exhibit "A" shall be revised to reflect salary changes provided in any Memorandum of Understanding or resolution setting forth the wages, hours, and other terms and conditions of employment for a bargaining unit or group of unrepresented employees of the City. Any revisions made pursuant to the provisions of this section shall be incorporated into a document prepared by the Personnel Director and distributed to affected employees or their representatives that reflects the date of the revision and cites both the authority provided by this section and the provision of the memorandum or resolution being effectuated by the revision.

Section 7. This resolution supersedes Resolution No. 98-135 and all amendments thereto.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 1999

ADOPTED BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: _____
City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward